

APPROPRIATIONS COMMITTEE

Meeting Minutes

For the Meeting Held On February 3, 2015

Meeting Time : 6:30 pm

Location : Council on Aging – Media Room

Address : 328 North Main Street, East Longmeadow, MA

Meeting Posted On: **Day:** Wednesday **Date:** 1 / 28 / 2015
(48 hrs required)

Is Meeting Being Recorded by Digital Recorder: Yes X No
The Minutes of this Meeting are being taken by: Marge Larocca

Committee Members: (check if attended)

Eric Madison	Russell Denver ✓	James Broderick	James Walsh ✓
Dawn Starks	Rocco Carabetta	Sam Pizzanelli ✓	Sara Menard ✓

Attendees: Robert Pierent, John Maybury, Daniel Burack, Thomas Wilson, James Sheils, Marge Larocca.

Did the Chair release any prior Executive Session Minutes?

Yes		No	x
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Dates of Executive Session Released :

TOPIC / MATTER #1 Budget Review – Public Works

Summary of Matter Discussed :

- Mr. Denver opened the meeting and explained that a quorum is not present and welcomed the members of the Board of Public Works (BPW) to the meeting.
- Mr. Pierent gave an explanation of the status of the snow and ice budget, the transfer station & land fill, and composting. He answered questions about the state of the photovoltaic project, traffic signals and sidewalks. Discussion followed about proposed upgrades to the Town Hall. Mr. Pierent explained that the project has been put on the DPW priority list and the Board of Selectmen have given their endorsement.
- Mr. Peirent distributed the document DPW Division Expenditures and Budgets FY14-FY16, and gave a description of the information. He then distributed the document FY16 – DPW Expense Allocation Changes by Division and spoke about the decreases shown.
- Discussion began next about re-grades of employees and salaries. Mr. Peirent distributed the document DPW Payroll Allocation in FY15 and followed with an explanation of the changes that were made within the divisions. Discussion followed about utility costs and fuel contracts.
- Mr. Maybury spoke about upcoming meetings for contracts and asked for a recommendation in regards to budget guidelines to offer. Mr. Denver stated that once the Governor's budget is known, then the Appropriations will advise based on that information.
- Mr. Peirent spoke about the Highway division and the difficulties being faced with vehicle repairs. Discussion followed about the advantages of having work done by the DPW vs contract services.
- Discussion began next about athletic fields, the Pine Knoll pool and nuisance properties.

- Mr. Denver spoke about the viewpoint of the Appropriations Committee is to have revenue reserves within 5-8% for the Town, and that they had gotten down to 5.1% previously. He explained that the committee will be meeting with the Board of Selectmen to talk about what the tax rate would be, if all that is asked for is given at town meeting.

Documents or Exhibits for this Matter:

- DPW Division Expenditures and Budgets FY14-FY16; FY16 – DPW Expense Allocation Changes by Division; DPW Payroll Allocation in FY15

Votes Taken Under this Matter :

- None

8:02 PM: Motion to Adjourn

Next Meeting: February 10, 2015 – 6:30PM – Council on Aging – Conference Room

MEETING FOLLOW UP:
PRIOR MEETING NOTES:
Average cash balances – where are they at?
Note: Set date for Auditor's budget forum
Committee Goals :
Health Insurance Plan Designs
Health Insurance for part-time Elected Officials
Meal Tax generation
Professional Development Class
Increase OPEB Appropriation
Establish a Capital Planning Budget